



GED Verification Request Form

IMPORTANT:

- The document you are requesting is NOT an official transcript or diploma.
- Verification letters may be faxed or emailed.
- We can only provide verifications for students who received their GED (High School Equivalency) Diploma in Iowa. We will inform you if the student is not in our database.
- Requests will not be processed without the signature of the GED graduate.
- Only the last four digits of the student's social security number will be included in the letter.
- Allow 4-5 business days for processing.

Name at the time of testing:	Date Original Diploma Was Issued:	Testing Location:	
Current Name (if different):	Social Security Number:	Birth Date:	
Street Address:	City:	State:	Zip:
Daytime Phone Number:	Email:	Fax (if available):	
<small>It is important for us to be able to reach you with questions.</small>			
Any additional information that would be helpful?			

Please send my GED Verification Letter by (Check one ☒ **Fax:** ☐ **Email:** ☐

Name:
Include One of the Following:
Email:
Fax Number:
Any additional information that would be helpful?

REQUIRED FOR PROCESSING:

Signature of GED Graduate:	Date of Request:
----------------------------	------------------

MAIL THIS FORM TO:

Iowa Department of Education
Attention: GED Records Specialist
Division of Community Colleges and Workforce Preparation
400 E. 14th St.
Des Moines, IA 50319-0146

FAX:

515-281-6544
Attention: GED Specialist

EMAIL:

GEDhelp@iowa.gov

PLEASE:

Do not make multiple calls or fax multiple copies regarding the same request. We will process your request as quickly as possible. Thank you!

Questions: Please email GEDhelp@iowa.gov or call (515) 281-7308